

Joint Committee on Corrections 2013

Information for Legislative Institutional Visits

Facility Name: Farmington Correctional Center				
Custody Level	C-1 and C-2		Warden	Tom Villmer
Total Acreage	350		Address	1012 W. Columbia
Acreage w/in Perimeter	115			Farmington, MO 63640
Square Footage	117359		Telephone:	573-218-7100
Year Opened	1986		Fax:	573-218-7110
Operational Capacity/Count (as of December 23, 2013)	2655/2614			
General Population Beds (capacity and count as of December 23, 2013)	1798/1788		Deputy Warden	Mike Gann Ext. #203
Segregation Beds (capacity and count as of December 23, 2013)	175/110		Deputy Warden	Tami White Ext. #206
Treatment Beds (capacity and count as of December 23, 2013)	324/312		Asst. Warden	Bill Bowyer Ext. #395
Work Cadre Beds (capacity and count as of December 23, 2013)	N/A		Asst. Warden	Bob Peura Ext. #400
Diagnostic Beds (capacity and count as of December 23, 2013)	N/A		Major	Jim Gober Ext. #251
Protective Custody Beds (capacity and count as of December 23, 2013)	N/A			
MOSOP (capacity and count as of December 23, 2013)	276/276			
Mental Health (capacity and count as of December 23, 2013)	120/119			
Youthful Offender Program (capacity and count as of December 23, 2013)	20/9			

1. Capital Improvement Needs:

- a.** How would you rate the overall condition of the physical plant of the institution?

Assessment of the overall condition of FCC's physical plant is poor to fair, and what is to be expected at this point considering the age of the components.

- b. What capital improvement projects do you foresee at this facility over the next six years?

Parking lot lighting is in need of an update as the parking lots have been expanded but no additional lighting added.

Southwest wall of building #14 wall is bulging; the condition of this wall continues to deteriorate adding to the threat of collapse, which is a safety hazard. Noted to FMDC And DOC

Emergency generator for Main Production food service area; this area has no emergency back-up power making it extremely difficult to prepare food during extended outages and creates unsafe working conditions for staff and offenders.

Housing Unit #30 all air handlers need replaced, they are beyond their expected working life, confirmed by Visual Facility Assessment (VFA). Plumbing and electrical issues also need to be addressed.

Building #28 needs updates to plumbing and electrical systems.

Buildings #18 and #19 heating systems require extensive repairs; replacement of air handler systems recommended, aged leaking water systems in walls make repairs difficult, time consuming and costly. Many of the radiator type wall units have been piped through to eliminate leaks greatly reducing effectiveness of the units and the system.

Building #14/Main Production roof top freezer units are old and failing, they need replaced.

Housing Units #6-#9 (B-Side) rooftop HVAC units need replaced, VFA confirmed units are well beyond their expected service life.

Building #29 roof top HVAC unit needs replaced; this unit is especially old and in constant need of repair, VFA also confirmed need to replace.

Cottage Row buildings need wood trim repairs/replacement. This requires a Genie lift, unsuccessful requests have been made to Heavy Equipment for the loan of a lift during seasons when weather permits work to be done. We realize that they only have so many lifts to go around; however this work is critical to the life of the structures. Partial complete

Building #29 and Housing Unit #30 needs extensive tuck pointing. Rain water infiltrating the walls make it impossible to maintain interior walls and continues to deteriorate and weaken the infrastructure. Have attempted to start tuck pointing and rehabbing

The tuck pointing that is listed should be considered a partial listing only. Every building at FCC has some tuck pointing issues and needs to be sealed due to water issues. Each month, year, etc that goes by only adds more areas to the list of buildings that are in need of this care. In order for the interior of a building to be kept in the best possible condition, the outside of the structure must be kept sound and safe from the elements. The most serious problem relates to the need of many of FCC's buildings needing new roofs.

Utility Tunnel between Housing Unit #10 and Housing Unit #30 roadway surface/tunnel roof deteriorating creates concerns of collapse of the tunnel. This has been shored up with steel until a permanent fix can be scheduled and funded.

Building #34 Power Plant, the penthouse parapet wall needs tuck pointing. Brick wall is visibly leaning and is close to failure.

Road surfaces are in very poor condition and need to be replaced/resurfaced; perimeter roads as well as roadways within the institution. These conditions can damage equipment, slow vehicular traffic during emergencies and create tripping hazards for offenders and staff alike. Patched large holes but need entire surface capped.

All three of the main power plant boilers are in desperate need of updated controls as what is on there is outdated and obsolete. The controls on there now cannot be purchased anymore and when these are gone we will not have that boiler. One boiler of three is now out of service.

At the water treatment plant there are 7 small Lochinvar boilers and the control boards are now obsolete on these and will need to be updated as soon as possible. One domestic boiler is out of service.

- c. How critical do you believe those projects are to the long-term sustainability of this facility?

All the areas of our concerns listed are vital to the long-term sustainability of this facility.

2. Staffing:

- a. Do you have any critical staff shortages?

Due to realignments and staffing reductions in recent years, all shortages are critical.

- b. What is your average vacancy rate for all staff and for custody staff only?

FCC MONTHLY VACANCIES

Fiscal Year 2013

<u>MONTH</u>	<u>YEAR</u>	<u>CUSTODY</u>	<u>NON-CUSTODY</u>
July	2012	4	6
August	2012	3	8
September	2012	5	3
October	2012	8	5
November	2012	11	6
December	2012	5	4
January	2013	8	5
February	2013	8	5
March	2013	6	8
April	2013	3	3
May	2013	9	4
June	2013	8	6

FCC Vacancies as of December 20, 2013

Class Title

AT I/II/III	2
COI	1
COII	1
COIII	2
OSAK	1

- c. Does staff accrual or usage of comp-time by staff effect your management of the institution?

Yes, we try to keep accrual of comp-time to a very minimum. However, we must man the institution and cover mandatory posts.

- d. What is the process for assigning overtime to staff?

Ask for volunteers, and then use a mandatory list if necessary.

- e. Approximately what percentage of the comp-time accrued at this institution does staff utilize as time off and what percentage is paid-off?

The average is 20% taken and 80% paid.

- f. Is staff able to utilize accrued comp-time when they choose?

Supervisors make every effort possible to approved compensatory time off at the staff member's choosing. There are instances when the request has to be denied due to having to fill all mandated custody posts, as not to jeopardize the safety of staff/offender or negatively affect the security of the institution. If this situation arises, efforts are made to accommodate the staff members by approving the time off or another date of the officer's choosing. However, when staff are not given their requested time off they sometimes call in which causes the potential of more comp-time accrual to cover their post.

3. Education Services:

- a. How many (and %) of inmate students at this institution are currently enrolled in school?

As of November 2013, FCC Education had enrolled 433 offender out of 486 offenders requiring education services resulting in 89% being served. The remaining 11% are not currently enrolled due to offender's currently status i.e. reception/orientation, Administrative Segregation, medical lay-in, or placement in the Social Rehabilitation Unit. In addition, contract services were provided for FTC/FITP (Housing Unit #10) offenders enrolling every offender requiring education. Due to the dynamic nature of these programs and number of offenders going through the programs, these numbers are not available.

- b. How many (and %) of inmate students earn their GED each year in this institution?

During the last calendar year, 147 FCC offenders earned their high school equivalency (HSE) resulting in 34% of enrolled students receiving an HSE.

- c. What are some of the problems faced by offenders who enroll in education programs?

Many offenders lack the motivation needed for success. They have previously terminated their education due to lack of interest as well as lack of self-control/social skills. Once incarcerated, many may be consumed with thoughts of the "outside" and experience an increased feeling of hopelessness and failure. Other have endured traumatic brain injuries and/or are heavily medicated due to physical or mental disabilities. These students may not have the ability to be successful in Education to earn a HSE.

Multiple building repairs/upgrades are needed in both Building #18 and #19. Extreme temperatures can cause issues with attention and cooperation in classrooms. Also at times classes are suspended due to water leaks or the water being shut down in the building. Additionally, there are not enough working restrooms for offender use. Due to the lack of electrical wiring and capabilities we are unable to provide adequate computer equipment for each classroom.

Many offenders are participating in more than one program at any given time making scheduling very difficult. Fortunately, the administrators of Farmington Correctional Center are more than willing to work with each other to ensure offenders have equal access of educational services while meeting program requirements.

4. Substance Abuse Services:

- a. What substance abuse treatment or education programs does this institution have?

Farmington Treatment Center (FTC): 84 days

Farmington Intermediate Treatment Program (FITP): 6 months

Long-Term Treatment Program (LTP): 1 year

- b. How many beds are allocated to those programs?

Farmington Treatment Center (FTC) has 194 beds

Farmington Intermediate Treatment Program (FITP) has 130 beds

Long-Term Treatment Program (LTP) has 30 beds. Long-Term offenders are housed in general population settings.

- c. How many offenders do those programs serve each year?

Farmington Treatment Center (FTC)	-	790 Offenders
Farmington Intermediate Treatment Program (FITP)	-	260 Offenders
Long-Term Treatment Program (LTP)	-	35 Offenders

d. What percent of offenders successfully complete those programs?

Farmington Treatment Center (FTC)	-	87%
Farmington Intermediate Treatment Program (FITP)	-	87%
Long-Term Treatment Program (LTP)	-	96%

e. What, in your opinion, is the biggest challenge to running a treatment program in a prison setting?

Both treatment and DAI staff were polled and they said the following were problems:

While everyone agrees security is the primary mission, treatment often requests more flexibility. Also, most prison staff members have been trained in a role that was primarily custodial. Treatment demands more involvement and the transition is difficult for many, especially without specialized training.

In an ideal treatment setting, those receiving treatment would be isolated from others. This is not practical for many treatment units.

Finally, the prison regimen (counts, appointments and meals) is often difficult to schedule around.

5. Vocational Programs:

a. What types of vocational education programs are offered at this institution?

Computer Literacy

b. How many offenders (and %) participate in these programs each year?

Projected number of 45-60 offenders participate each year.

c. Do the programs lead to the award of a certificate? **Yes**

d. Do you offer any training related to computer skills?

Yes, computer literacy class

6. Missouri Vocational Enterprises:

a. What products are manufactured at this institution?

Laundry provides laundry and dry cleaning services for a variety of sources. MVE Laundry also designs and builds laundry carts.

The Clothing/Mattress Factory manufactures the following items: Aprons, offender work coats, jackets, Q/L jackets, coveralls, work pants, Battle Dress Uniform, shirts and pants, oven mitts, tube socks, ankle socks, laundry bags, laundry cart liners, mop heads, pillows,

foam core mattresses, inner-spring mattresses, mattress covers, shower curtains, cylinder lint bags, file bags, mail bags, Battle Dress Uniform pants and shirts, jackets and coveralls in a digital print camouflage rip stop material and we now offer Correctional Officer coats.

- b. How many (and %) of offenders work for MVE at this site?

Laundry employs 219 offender workers at this time, but has the capacity to employ 240. At the Clothing/Mattress Factory, 52 offenders are currently employed. This equates to approximately 9% of the total offender population. We are capable of having 60 offender workers at one time in the Mattress Factory.

- c. Who are the customers for those products?

Laundry customers are as follows: St. Joseph East (St. Charles), DePaul, St. Mary's, Cardinal Glennon Children's Hospital, St. Joseph West (Lake St. Louis), St. Clare, St. Joseph Medical Park, Ste. Genevieve County Memorial Hospital, FCC (laundry and dry cleaning), ERDCC (dry cleaning), PCC (dry cleaning), SECC (dry cleaning), and Park Hills and Farmington Police Department (dry cleaning).

The Clothing Factory has several different customers that we deal with. The Department of Corrections is the main customer. Other customers include state employees, state hospitals, police departments, probation and parole, fire/ambulance districts, colleges and universities. Offenders are able to purchase clothing items through the MVE basic catalog. All orders are taken at the sales office in Jefferson City.

- d. What skills are the offenders gaining to help them when released back to the community?

Laundry: Offenders gain a sense of good work ethic and responsibility with employment in a large-scale factory. Offenders learn a number of different skills and job experiences, which include: Operating large commercial size washers, dryers, flat work irons and dry cleaning equipment. Some offenders have gained experience in personal computer data entry, fundamental record keeping, filing and inventory control. MVE Laundry also has a reliable maintenance department, which provides hands-on training on this commercial laundry equipment.

Computer Literacy is a five-step format for the general knowledge of a computer: (a) Computer basic; (b) Windows, Works; (c) Numbers; (d) Web. The other program is Work Place Essential Skills Literacy Link. This program helps develop skills involving employment such as: Finding a job, keeping a job, interviewing techniques, resumes, application skills, and communication skills.

MVE Laundry is currently in coordination with the Department of Labor (DOL) on an apprenticeship program. There are approximately 50 job occupations listed under this program for offender workers. To enter this program an offender completes an application. The appropriate DOL occupational title is assigned, along with the total of accumulated working hours under this occupation, and then sent to DOL toward an apprenticeship certificate. The number of hours required for an apprenticeship certificate is determined by the occupational title.

Clothing Factory: Offenders gain several different skills by working at the factory. Most workers learn to use several different types of sewing machines to make clothing, this is a very valuable skill taught to the offenders. Some also learn to layout, measure and cut patterns using various measuring and cutting tools as well as learning calculation formulas. We teach quality control and attention to detail when offenders inspect and package products for shipment. Offenders are held highly responsible for tools they check out daily. In addition, several employees learn different computer skills and are responsible for daily office functions. All offenders are taught how to make a quality product, the value of showing up to work daily, on time and prepared for work.

7. Medical Health Services:

- a. Is the facility accredited by the National Commission on Correctional Health Care?
Yes

- b. How many offenders are seen in chronic care clinics?

1640 chronic care enrollments. This may mean that there are offenders in multiple clinics; however, they are seen independently in each clinic depending on protocol.

- c. What are some examples of common medical conditions seen in the medical unit?

Sore throat, athletes foot, allergies, infections, muscle strains/sprains.

- d. What are you doing to provide health education to offenders?

We provide education with each offender encounter to include brochures, as well as have a big health fair available to offenders each year. Education is also provided on the offender information channel.

- e. Have you had any cases of active Tuberculosis in this facility in the past year? If so, how did you respond? **No**

- f. Is the aging of the population effecting health care in prisons as it is effecting health care every where else? If yes, please explain.

Yes, the amount of chronic care encounters has risen and remains on the rise. The aging offender poses great challenges while incarcerated relating to ambulation and self care deficits. These issues will only get worse with the continued aging of the offender population.

8. Mental Health Services:

- a. How do offenders go about obtaining mental health treatment services?

Offenders transferring in to FCC are seen in medical by the transfer/receiving nurse. The transfer/receiving nurse provides all offenders with a pamphlet explaining what types of services are offered by mental health and how to access those services.

offenders with a MH score of 3 are seen within 14 calendar days for an initial evaluation. Offenders with an MH score of 4 or above are seen within 24 hours of their arrival. All offenders can request a mental health appointment by submitting a medical services request. Once they submit a request, they are seen within 5 working days of the request. Staff that have concerns about offenders' mental health can refer offenders to mental health either by using a referral form or by contacting mental health through e-mail or telephone. Offenders in the segregation unit are seen weekly by a qualified mental health professional who conducts ad seg rounds. This gives them the opportunity to report any problems they may be experiencing while in the segregation unit.

- b. How many successful suicides (and %) occurred here in the past year and what is being done to prevent suicides?**

There haven't been any successful suicides in the past year. Suicide prevention training is provided to all staff during core training. Qualified mental health professionals assess for suicidal ideations during each appointment.

- c. Approximately how many of the offenders in this institution are taking psychotropic medications?**

At the end of November there were 433 offenders prescribed psychotropic medications or 16% of the population.

- d. How many offenders in this facility are chronically or seriously mentally ill and what is being done for them?**

There are currently 461 offenders in the mental health chronic care clinic. Of those, 282 are currently living in general population, 63 are in the Farmington Treatment center, 98 are in the Social Rehabilitation Unit, and 18 are in CTC. The numbers of offenders that are considered seriously mentally ill would vary greatly at any given time. All mentally ill offenders are seen at least monthly by their assigned qualified mental health professional. Mentally ill offenders with a MH score of 3 are seen at least every 90 days by their treating psychiatrists. Offenders with an MH score of 4 or above are seen at least once per month by their treating psychiatrist. All mentally ill offenders are monitored for medication compliance, changes in symptoms, and provided with education/counseling about how to cope with symptoms of mental illness. Nursing staff provide education about medications and the importance of medication compliance. Qualified mental health professionals also advocate on behalf of the offender when issues related to their ability to function in the correctional setting leads to conduct violations or extended periods of time in the administrative segregation unit. Qualified mental health professionals provide therapeutic/educational groups to all offenders who wish to participate in groups. Offenders with mental illness that are being released from incarceration are provided assistance with discharge planning. Our goal is to connect the offender with resources in the community in hopes that if they remain mentally stable they will not return to incarceration. Nursing staff also meet with offenders for metabolic monitoring and to discuss medication non-compliance. They work with the offender to encourage medication compliance and address any barriers to compliance.

9. What is your greatest challenge in managing this institution?

Staff issues, followed closely by physical plant and budget constraints are our greatest challenges. The greatest challenge for custody in managing this institution is ensuring the security of the institution and the safety of the staff and offender population is maintained at an acceptable level by providing/assigning custody staff to all areas of the institution 24 hours a day, seven days a week. This is largely affected by custody staff on extended sick leave, light duty requirements, or continued medical problems covered by FMLA. The next greatest challenge is the buildings of the institution, some that are almost 100 years old and require a large amount of maintenance. With the budget restraints it has become increasingly difficult to keep up with the required maintenance in all areas.

10. What is your greatest asset to assist you in managing this institution?

The high quality of staff is our greatest asset. FCC is truly blessed with high quality staff members who have many years of corrections experience. These same staff members have a willingness to mesh with all work sections to reach a common goal. The FCC staff are motivated, conscientious, and have strong work ethics.

11. What is the condition of the facilities' vehicle fleet? (Mileage, old vehicles etc?)

The condition of this facilities vehicle fleet are as follows.

Uplander	Year	Mileage
13-188	2007	110,681
13-334	2008	88,894
13-1014	2005	69,522
13-179	2008	231,571
32-290	2008	235,096
 Impalas		
32-225	2008	86,429
32-228	2008	119,683
32-231	2008	93,553
32-237	2008	86,630
 Crown Victoria		
13-190	2007	95,699
13-495	2007	95,247
13-725 (Surplus)	2008	168,324
 Vans		
13-186	2008	51,549
13-187	2005	164,330
13-197 (Dog Team)	2005	79,974
13-220	2012	12,190

Jeep 13-196	1998	92,560
Bus 13-175	2010	32,605
Bus 13-820	2000	64,973

12. Assess the morale of your custody staff; high, medium, or low and please provide detailed explanation. **(Please have the Major answer)**

Medium as it depends on who is asked. Line staff have dealt with position cuts, loss of benefits, higher insurance costs and poor pay. The warden should have more authority in the area of discipline that would help morale. When the line staff know you support them they really pull hard. This is the greatest team I have ever worked with and am proud to call them my team. I would rate morale as medium.

13. **Casemanagers:**

A. How many casemanagers are assigned to this institution?

**29 total Corrections Casemanager I's and Corrections Casemanager II's for DAI
3 total Corrections Casemanager III's for DORS
2 total Corrections Casemanager III's for DAI**

***DAI – Division of Adult Institutions**

****DORS – Division of Offender Rehabilitative Services**

B. Do you currently have any casemanager vacancies? **No**

C. Do the casemanagers accumulate comp-time?

Only the DORS CCM III's at straight time.

The DORS Casemanager III's who work four, 10-hour work days per week do accumulate compensatory time if a holiday falls on their regular day off during the work week. They are also allowed to use it to take time off. CCMI/II's can (if needed) but are encouraged to use quickly.

D. Do the casemanagers at this institution work alternative schedules?

Casemanagers work a set schedule each week. DAI Casemanagers work five, 8-hour days, Monday through Friday, and DORS Casemanagers work four, 10-hour days. Staff members modify their schedules to meet institutional needs.

E. How do inmates gain access to meet with casemanagers?

Casemanagers have scheduled office hours (2-hours during the morning and another

2-hour period in the afternoon) that they are available to meet with offenders. These times are posted for offender review. The Casemanagers are available either in their office, in the housing unit, or in the Casemanagers office in the classification pod. Offenders may also write to the Casemanagers through the inside mail.

F. Average caseload size per casemanager? **Approximately 110**

13. # of disciplinary hearings per month? **Approximately 17 per Casemanager**

14. # of IRR's and grievances per month? **6 IRR's and 0 grievances per Casemanager ***

15. # of transfers written per month? **Approximately 2 per monthly average per Casemanager**

16. # of re-classification analysis (RCA's) per month? **Approximately 10 per Casemanager.**

***An assigned CCMII who reports directly to the Warden handles all grievances for the Institution. There were 759 last year or about 64 per month. This CCM also processed 323 grievance appeals, or about 30 per month.**

Are there any services that you believe casemanagers should be providing, but are not providing?

No.

G. If so, what are the barriers that prevent casemanagers from delivering these services?

Not Applicable

H. What type of inmate programs/classes are the casemanagers at this institution involved in?

Re-entry Process, Reception and Orientation, Substance Abuse, Work Release, Restorative Justice, Impact of Crime on Victims, Pathways to Change, Anger Management, Inside Out Dads, Employment Skills/Life Skills.

I. What other duties are assigned to casemanagers at this institution?

Compiling offender reports (progress, inter-office communications), maintaining/reviewing offender files, arranging housing assignments, monitoring offender interviews, conducting investigations, developing offender contracts, auditing offender property, conducting safety/security inspections, issuing hearing violations, providing offender instructions, dispensing/reviewing offender forms, processing offender requests, facilitating individual growth (self-help programs, counseling), providing notary services, processing critical illness and death notifications, attending staff meetings, performing special assignments (conducting tours, performing committee work, managing supply inventory, conducting classification hearings, protective custody/administrative segregation reviews), and periodically acting as Functional Unit Manager, visiting application processing, office hours, job changes, room changes, coverage of library, searches, coverage of other areas in the institution, training, orientation, and other duties established in IS 1-1.2.

14. **Institutional Probation and Parole officers:**

A. How many parole officers are assigned to this institution? **9 PO's, 1 POIII**

B. Do you currently have any staff shortages? **No**

C. Do the parole officers accumulate comp-time?

Generally no, as they are permitted to flex time within the same week, but on occasion comp time is accrued.

D. Do the parole officers at this institution flex their time, work alternative schedules?

Yes to all.

E. How do inmates gain access to meet with parole officers?

Open office hours or requests through kites, other staff.

F. Average caseload size per parole officer?

Between 200-300 each, this is difficult to ascertain as they are assigned to housing units and other specialty caseloads.

- # of pre-parole hearing reports per month? **47**
- # of community placement reports per month? **59**
- # of investigation requests per month? **98**

G. Are there any services that you believe parole officers should be providing, but are not providing?

If time permitted more involvement with transitional housing unit services.

H. If so, what are the barriers that prevent officers from delivering these services?

Caseload and the work associated with those caseloads.

I. What type of inmate programs/classes are the parole officers at this institution involved in?

Transitional Housing Unit, Puppies for Parole, Pre-Release Classes and Job Fairs.

15. Please list any other issues you wish to discuss or bring to the attention of the members of the Joint Committee on Corrections.

The interpretation of FMLA and suspected abuse of its provisions continue to be a struggle for us.

Adhering to P.R.E.A. provisions has proven to be a substantial workload increase, with no additional staff allocated for this purpose.

There is currently insufficient I.T. support at this site.

The ability to get the aging buildings and grounds repaired due to budget restraints.

16. Does your institution have saturation housing? If so, how many beds?

FCC does not have saturation housing at this time. A plan has been submitted to the Division of Adult Institution, Central Office, recently concerning the possible use of saturation housing at FCC, if needed.

17. **Radio/Battery Needs:**

a. What is the number of radios in working condition? **524**

b. Do you have an adequate supply of batteries with a good life expectancy? **Yes, we have adequate batteries for the foreseeable future.**

c. Are the conditioners/rechargers in good working order? **Yes, all conditioners/rechargers are operational.**